

Digital Collecting for Events and Emergencies Survey

Welcome to the Digital Collecting for Events and Emergencies survey, which focuses on practices utilized in digital collecting required in responding rapidly to capture information about an event or emergency.

When white supremacists came to the University and the surrounding community on August 11-12, 2017, the UVA Library realized that while we had gotten better prepared for digital collecting in an emergency, we still had much to learn to respond quickly and effectively. We hope that you will share your experiences, challenges, and opportunities to improve preparedness for digital collecting for institutions and community organizations of all sizes and resources.

Your participation in this twenty-two question survey should take 20-30 minutes. We hope that you will help us make this study as meaningful and accurate as possible. This survey can be completed confidentially. However, the final question asks for optional contact information. You may choose to complete this question or not. You may enter and exit the survey at any time. There is an icon in the upper right-hand corner of the screen to "exit." To exit/re-enter, you will need to enable cookies on your browser, as this is the way SurveyMonkey tracks the respondent. Additionally, you will need to use the same browser and the same workstation/laptop to complete the survey.

To submit your answers, you must click on the "Done" button at the end of the survey.

Please respond by the end of the day on **Friday, September 29th**. Thank you in advance for your participation in this study.

Digital Collecting for Events and Emergencies Survey

1. Has your institution been involved in an event that required a rapid response to digital collecting?

Examples might include a weather related event, a shooting, or political event that made regional or national news and involved your institution either because of location or because you are the repository for local history.

☐ Yes

☐ No

2. If Yes, please check all that apply and describe the most recent event in the text box at the bottom.

- ☐ Natural disaster (e.g. hurricane)
- ☐ Student movements (e.g. anti-war demonstrations)
- ☐ Social movements (community-wide; e.g. women's movement)
- ☐ Terrorism (e.g. bombing of the World Trade Center)
- ☐ Violence (e.g. shooting)
- ☐ Community or institution event (e.g. news event or controversy)
- ☐ Other: Please describe the most recent event below:

3. How many events have you experienced in the last 5 years?

☐ 0

☐ 1

☐ 2-3

☐ 4+

4. Whether or not you have experienced such an event, what digital collecting plans or policies do you have in place?

5. On a scale of 1 to 6, with 1 being the least prepared and 6 being the most, how well are you prepared to respond to such an event?

Least

Most

6. How rapidly do you think your institution could implement a digital collection effort? (If different components could be implemented in different time frames, select the effort that would take the longest, and then describe the variances in the text box below.)

- ☐ 24 hours
- ☐ 2-3 days
- ☐ 4 days to one week
- ☐ 8 days to two weeks
- ☐ More than two weeks
- ☐ If you have not experienced an event, please skip to question 20.
- ☐ Explanations:

7. If you have experienced an emergency digital collecting event, did you contact any other institutions for advice?

☐ Yes

☐ No

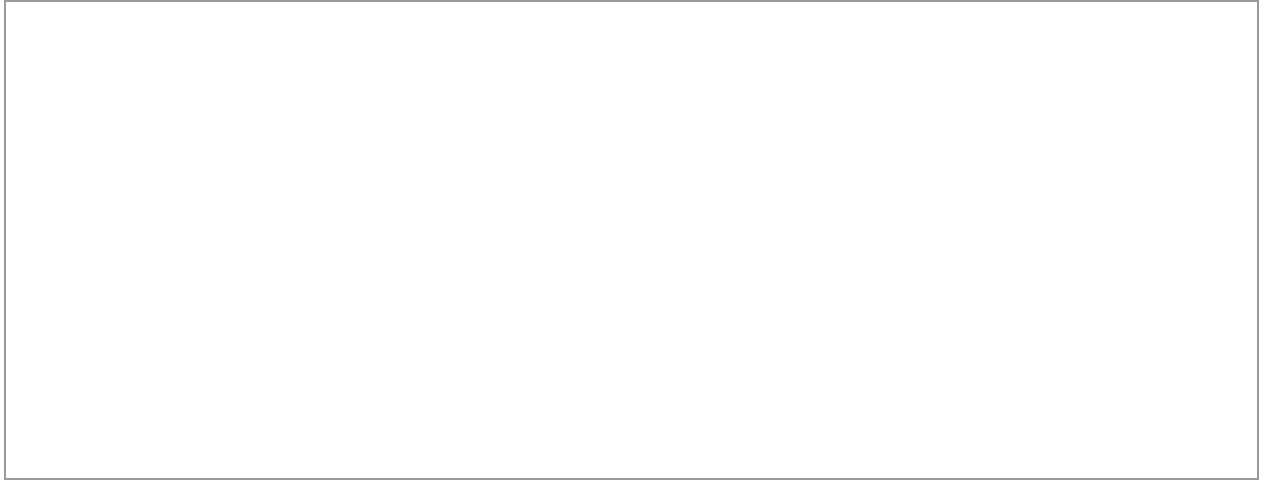
8. With your most recent digital collecting event....What position in your organization initiated the collection? Who had to approve it? What departments or positions within your institution or organization were involved?

9. Were others outside the institution or organization (e.g. community partners, other schools or cultural organizations) involved in planning or helping gather material?

☐ Yes (If yes, proceed to question 10)

☐ No (If no, skip to question 11)

10. What departments and positions outside of your institution or organization assisted in the collecting of born-digital content (photos, videos, tweets, articles, etc.) related to the event? Partners could include other departments within your parent organization; library, archives, and museum professionals from other organizations; and other partners from your community.

A large, empty rectangular box with a thin black border, intended for the user to provide details about external departments and positions that assisted in collecting born-digital content.

11. What tools or services did you use to gather the informational content (born digital materials including photos, videos, tweets, articles) for your collection documenting the event?

12. What went well?

13. What challenges did you face?

14. Was there content that you wished you could have collected but were not able to?

☐ Yes

☐ No

☐ If yes, please provide a description of why you were not able to collect the materials – what were the barriers?

15. What tools or services were you interested in using, but lacked time, training, skills, or funding to use?

16. What tools, services, policies, or procedures do you wish you could have used but could not find an example of or that has not yet been invented?

17. Is the material you collected available to the public for research?

- ☐ Yes
- ☐ No
- ☐ If is not open for research, why not? (e.g. lack of resources to prepare the collection, gift agreement restrictions, technological obstacles)

18. If it is open for research, please describe the frequency/amount and types of use of the collecting materials?

19. What other lessons have you learned from the experience?

20. Are you interested in participating in discussions or continuing education/professional development on this topic?

☐ Yes

☐ No

21. Any other comments?

22. (Optional) Please provide your contact information so we can reach you with more information about our project.

Name

Organization

Email Address

Phone Number

Thank you for completing the survey. This survey is part of a UVA Library grant-funded project by the LYRASIS Catalyst Fund, which is designed to foster innovation among libraries, archives, and museums. If you have any questions about the survey, please contact Kara McClurken at kmm6ef@virginia.edu.